



ACTON PLANNING BOARD

**Minutes of Meeting
December 21, 2010**

Acton Town Hall, Faulkner Room (204)

Planning Board members Mr. Jeff Clymer (Vice Chairman), Mr. Ray Yacouby (Clerk), Mr. Roland Bourdon, Ms. Margaret Woolley Busse, Ms. Kim Montella, and associate member Mr. Derrick Chin attended. Also present was Planning Director, Mr. Roland Bartl and Planning Board Secretary, Ms. Kim Gorman.

Absent were Mr. Ryan Bettez (Chairman) and Ms. Leigh Davis-Honn and. Meeting was called to order at 7:35 PM.

I. Citizens Concerns

No concerns were raised.

II. Consent Agenda

Consent Item A. Minutes of 11/16/2010 and Consent Item B. Michele Circle – Grant of Extension; Mr. Yacouby moved to pass the consent agenda. Mr. Bourdon 2nd; all voted in favor.

III. Reports

CPC: Mr. Bourdon reported the Community Preservation Plan Applications have been reviewed and meetings with the applicants have begun.

Open Space: Mr. Clymer reported the committee discussed funding and establishing priorities. Everything is coming together.

WRAC: Mr. Clymer reported the committee is working on revising the stormwater bylaw.

DRB: Ms. Montella reported the committee discussed the Bruce Freeman Rail Trail (BFRT), the Exchange Hall building and the TD Bank site.

Acton 2020: Mr. Bartl reported the committee had its October Public Meeting. There was good input. Planners Collaborative will be drafting the final inventory analysis by the end of the year.

IV. Public Hearing – Beacon Court Definitive Subdivision (57 Robbins Street)

Mr. Clymer noted that the applicant's representative has requested to reschedule. Mr. Bourdon moved to have the public hearing session for the Beacon Court Definitive Subdivision to be rescheduled to January 4, 2011 at 7:45 PM in the Acton Town Hall, Room 204, Mr. Yacouby 2nd, all in favor.

V. Zoning Articles for 2011 Annual Town Meeting

Board members discussed and reviewed the potential zoning articles.

Article ZA - Clarifications, Corrections & Minor Changes:

Section A: re-defining Net Floor Area. Mr. Bartl stated Mr. Mutch, Zoning Enforcement Officer, spends too much time reviewing documents and plans for the purpose of calculations and verifying FAR compliance with the zoning bylaw. The proposed change would make the calculation simpler and compliance checks and enforcement easier. Mr. Bartl says that, with too many demands on staff's available time he is looking to implement efficiency and time saving measures wherever possible.

Section B: Materials of signs. Mr. Bartl explained that the pertinent section regulates the types of materials that can be use for signs village zoning districts. The proposed change would exempt window signs from section since he thinks material standards are of concern only with exterior signs.

Section C: Word- change in section for non-conforming two-family and multi-family buildings. Mr. Bartl stated the proposed deletion of the words “in building areas” will allow a bit more flexibility in the extension of such non-conforming uses, by for instance allowing the installation of a driveway.

Article ZC) Amend Zoning Bylaw and Zoning Map – Groundwater Protection District Zones 2: Mr. Bartl stated there is a new Zone 2 delineation for the North Acton and Assabet well fields per the Acton Water District. The Department of Environmental Protection (DEP) has approved the new delineations. As part of this change an entire new Groundwater Protection District map would be adopted, which had been prepared by Applied Geographics and which will then be on the Town’s public GIS portal.

Article **ZA** – Amend Zoning Bylaw – Floor Area Ratio in the South Acton (SAV) and West Acton (WAV) Village Zoning District - Change Footnotes 11 and 13 in the Table of Standard Dimensional Regulations.

Mr. Bartl stated Mr. Mutch, Zoning Enforcement Officer since 2008, has an interpretation of the two footnotes that is different from the interpretation used by his predecessors for +/-15 years. Several prominent projects have been approved with the previous interpretation. The new interpretation would result significant changes in outcome. Mr. Bartl stated that such changes in outcome should be based on a community planning process and decision, not an administrative interpretation change. The article as proposed would clarify the bylaw to achieve development results that are consistent with the previous interpretation of the footnotes. The ongoing Acton 2020 process will provide ample opportunity for the community to evaluate and change or retain zoning policies for the villages.

Ms. Busse motioned to give direction to go forward to recommend to the Board of Selectmen to consider these articles for the Zoning Bylaw amendments in the draft Annual Town Meeting warrant for 2011; Mr. Yacouby 2nd; all in favor.

VI. Planning Board’s involvement in Acton 2020

Ms. Margaret Woolley Busse’s reported on the Acton 2020 Update from Spring 2009 to present. Ms. Busse explained the phases of building the Comprehensive Community Plan. Ms. Busse expressed the goals with detailed and prioritized strategies and action recommendations from previous Phase One (“Visioning Phase”). Would like to get more focus on goals and school issues. By March 2011, would like to have a working list of revised goals and objectives for discussions. Ms. Busse encouraged more attendance from the Board members at the Acton 2020 events. She would like Planning Board members to attend Acton 2020 meetings for help and support. Ms. Busse asked the Board to visit the website. Specifically as a work item for the Board, she suggested examining the current zoning map and finding places where changes might be made, as well as thinking through in general zoning bylaws and what might need to be changed. Ms. Busse and other Acton 2020 committee members are making appointments with committees to ask them what they are working on, what their burning issues are, any major projects and their main goals.

Meeting was adjourned at 9:30pm.